

**John English Administrative Center
24661 Lahser
Southfield, MI 48033**

**Purchasing/ Food Service
Phone: (248) 746-8519
Fax: (248) 746-8812**

SOUTHFIELD PUBLIC SCHOOLS

**INVITATION TO BID
District-Wide Intercom – Video – Door Release System**

The Southfield Board of Education invites you to submit a bid to furnish the Southfield Board of Education with a District Wide intercom Video Door Release System.

All bids are to be delivered to:

Ms. Martha Ritchie
Purchasing Manager
Southfield Public Schools
24661 Lahser Road
Southfield, MI 48033

Bids are to be in a sealed envelope clearly marked "Intercom" and returned no later than 2:00 p.m. E.S.T., Monday, December 3, 2007, at which time the bids will be opened and publicly read. Bids must be submitted on the official FORM provided. Bid documents are available on the district web site at www.southfield.k12.mi.us. The Board reserves the right to reject any and all bids. Late bids will not be accepted.

INSTRUCTIONS TO BIDDERS AND BID CONDITIONS

1. Bids are due and will be publicly read Monday, December 3, 2007, at 2:00 p.m. in the Main lobby of the J.W.E. Administration building, 24661 Lahser Rd, Southfield, MI 48033. Bids are to be submitted on official form in sealed envelopes, clearly marked: "Intercom". Faxed bids will not be accepted.
2. The Board reserves the right to reject any and all bids or waive any part thereof.
3. Federal, state or local taxes are NOT to be included in price.
4. Any questions are to be directed to the Purchasing Manager, Martha Ritchie, 248.746-8518.
5. Bids to remain firm for sixty days from due date.
6. Prices bid must include shipping, handling and all freight charges.
7. The responsibility of delivering bids to the Purchasing Department rests entirely with the bidder, notwithstanding delays resulting from postal handling or any other reasons. Late bids will not be accepted.
8. Award - The Southfield Board of Education reserves the right to make an award to the lowest responsible net bidder or to split the award in whatever manner may be deemed to be in the district's best interest. The Board of Education reserves the right to reject bids which do not meet specifications.
9. **There will be no walk-through for this bid.** Additional (technical) questions may be addressed to Jon Barth, Manager of Buildings, Grounds and Security, John W. English Administration Building, 24661 Lahser Road, Southfield, MI 48033. (email only – barthjd@southfield.k12.mi.us).
10. Vendor to supply three references of similar installations.
11. Vendor to include all warranty information on a separate page and include in bid response.
12. Southfield Public Schools will not be held responsible for any costs incurred by vendors for work performed in the preparation and production of a quote or for any work performed prior to the issuance of a contract. In addition to cost, the District will weigh the skills, past performance, ability to provide comprehensive services, and ability to provide post installation support when considering award of contract. Once received, the bid becomes the sole property of Southfield Public Schools.

Invitation to Bid
Southfield Public Schools
District-Wide Intercom – Video – Door Release System

General Specifications:

The project includes the installation of an Intercom/Video/Door Release system at sixteen school locations:

1. Southfield High School, 24675 Lahser, Southfield, 48033
2. Southfield Lathrup High School, 19301 W. Twelve Mile, Lathrup Village 48076
3. Birney Middle School, 27225 Evergreen, Southfield, 48076
4. Levey Middle School, 25300 W. Nine Mile, Southfield 48033
5. Thompson Middle School, 16300 Lincoln, Southfield 48076
6. Adler Elementary School, 19100 Filmore, Southfield 48075
7. Brace Lederle K-8 School, 18575 W. Nine Mile, Southfield 48075
8. Leonhard Elementary School, 20900 Independence, Southfield, 48076
9. MacArthur Elementary School, 24501 Frederick, Southfield 48034
(please note that MacArthur's system is already installed. You may make arrangements to visit MacArthur by emailing Jon Barth, Manager of Buildings, Grounds and Security – barthjd@southfield.k12.mi.us)
10. McIntyre Elementary School, 19600 Saratoga, Southfield 48076
11. Schoenhals, 16500 Lincoln, Southfield 48076
12. Eisenhower Elementary School, 24500 Larkins, Southfield 48033
13. Stevenson Elementary School 27777 Lahser, Southfield 48034
14. Vandenberg Elementary School, 16100 Edwards, Southfield 48076
15. Bussey Center, 19080 West 12 Mile, Southfield 48076
16. Southfield Regional Academic Campus, 21705 Evergreen, Southfield, MI 48075

Codes and Standards:

The CONTRACTOR shall be responsible for obtaining all necessary permits. The work shall be performed in accordance with the applicable international, federal, state and local codes or standards current at the commencement of installation, including but not limited to the following:

- Electrical Codes
- Fire Protection and Life Safety Codes
- UL 294, Underwriters Laboratories
- CE
- NFPA 70, NEC
- NFPA 101, National Fire Protection Association; National Electrical Code; Life Safety Code
- IEEE, NTSC (color camera broadcast)
- CCIR (monochrome standard, Europe)

Cable installation, identification and termination shall be performed in accordance with the MANUFACTURER'S technical installation guidance, in addition to the applicable codes above.

- ADA, Americans with Disabilities' Act
- Other National, State and Local Governing Codes

Summary of Work Included

- a. Submittals shall be required at bid submission and prior to commencement of installation and training as described in this specification.
- b. Provide and install all equipment, components, low voltage cable and mounting hardware as required to meet the manufacturer's specifications and documented installation procedures.
- c. All materials and equipment shall be standard, regularly manufactured equipment. All system and components shall be thoroughly tested and proven in actual field use.
- d. CONTRACTOR to provide pricing for both 1 year and 5 year Service and Extended Warranty.
- e. Cable Requirements
Plenum-rated type cable must be used.

All wiring shall run exposed above accessible ceiling or in cable troughs in riser closets.
All exposed wiring shall be in containment.
All cables must be fastened to the structure at least every 10 feet where not in conduit.

Delivery, Storage and Handling

- a. Costs of all shipping to the site and of all unusual storage requirements shall be borne by the CONTRACTOR. It shall be the responsibility of the CONTRACTOR to make appropriate arrangements and to coordinate with authorized personnel at the site for the proper acceptance, handling, protection and storage of the equipment so delivered.

Quality Assurance

- a. All equipment provided by the CONTRACTOR shall be new and shall meet or exceed the latest published specifications of the manufacturer in all respects.
- b. The CONTRACTOR shall provide the latest/revision of a specified piece of equipment at the time of the bid.
- c. The CONTRACTOR shall obtain detailed instructions for installation from the MANUFACTURER of each product.

Contractor's Qualifications

The CONTRACTOR shall have 5 or more years experience in the fabrication, assembly and installation of systems of the magnitude and quality equivalent to those specified herein.

The CONTRACTOR must have local in-house engineering and project management capability consistent with the requirements of this project. The CONTRACTOR shall provide a project manager who is to be presently at weekly status meetings and actively in the project. This person shall be the same individual throughout the course of the project and shall be the person responsible for the scheduling of the system programming, preparation of the Operation and Maintenance Manuals, Training Programs, documentation and system testing, maintenance of Drawings and the coordination of all subcontract labor. The OWNER reserves the right to approve the CONTRACTOR'S Project Manager.

The CONTRACTOR must abide by and adhere to all Drug Free School Zone laws and participate in a drug-free workplace program.

Approved Manufacturers: The Owner has selected Panasonic products as specified under "Hardware Specifications" for this project.

Training

A minimum of 2 hours user training shall be included per installation site, as requested by the District. The sessions may be scheduled at any time from the award of the contract. Each location will be provided with complete, printed operating instructions in the form of a manual or handbook. System training shall be supplemented with tutorials that provide staff with a basic overview of system navigation and operation.

Tie-in with Existing Door Access System:

At each location, the district has installed a Schlage CM locking system using networked, Schlage SMS Premier software. Intercom button(s) must energize door(s) through a "request to exit" input.

Hardware Specifications:

- Door Monitoring System (1 per elementary and middle school, 2 per high school)

Panasonic VL-GM301A



System supports 3 monitors total (1 main monitor and 2 VL-GM001A), 2 door cameras, 2 door openers and 2 telephone system connections
Built-in microphone and speaker
Monitor button lets you see and hear door camera
Display and volume adjustments
Push and hold answer options for hands-free communication

Door Monitoring System Mount Kit (1 per elementary and middle schools, 2 per high school)

Panasonic VL-GW001A Recessed Mount Kit for VL-GM301A



Door Camera/Intercom System (2 per elementary and middle schools, 4 per high school)

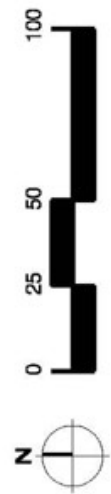
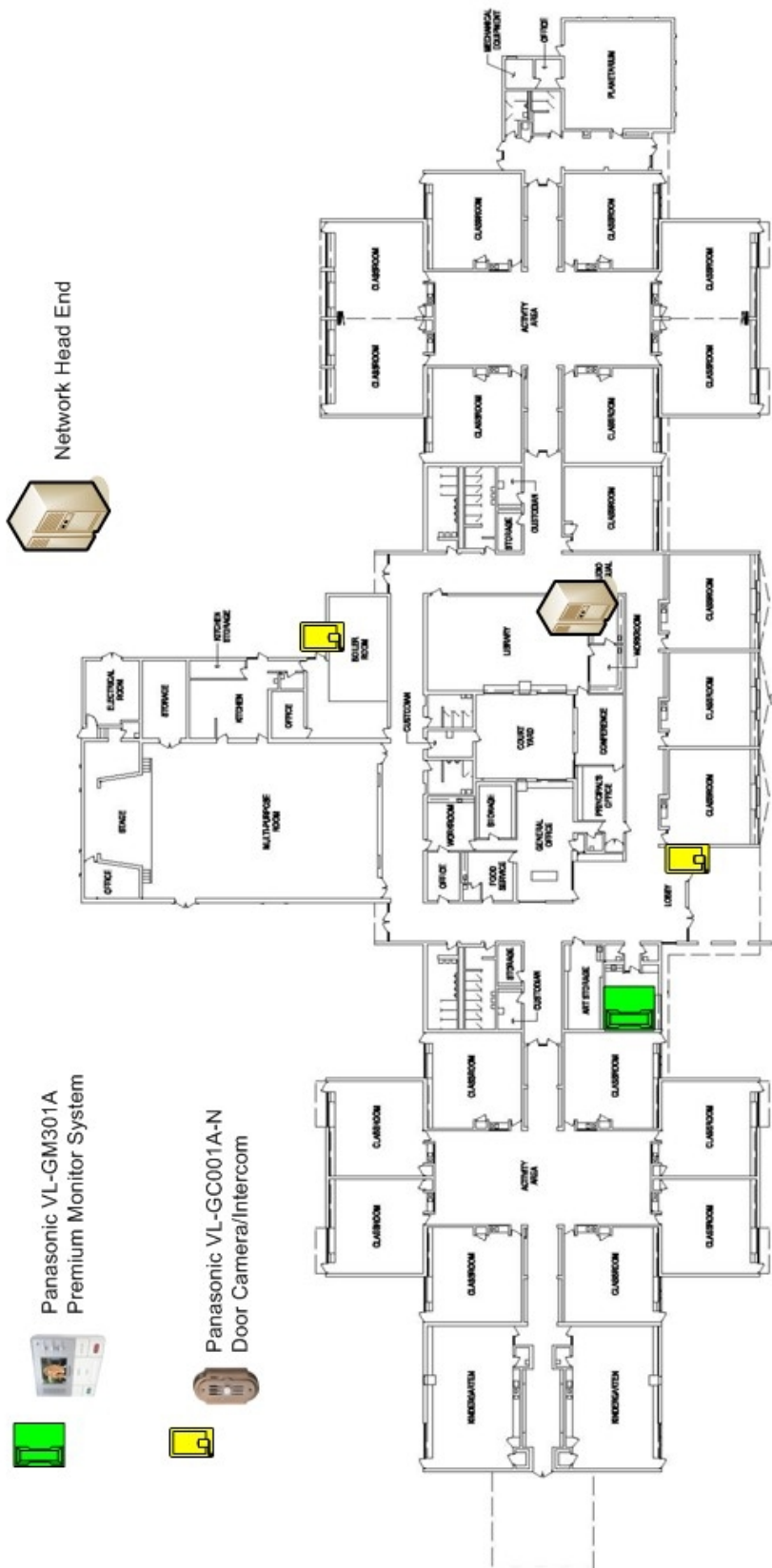
Panasonic VL-GC001A-N Door Camera (Gold)



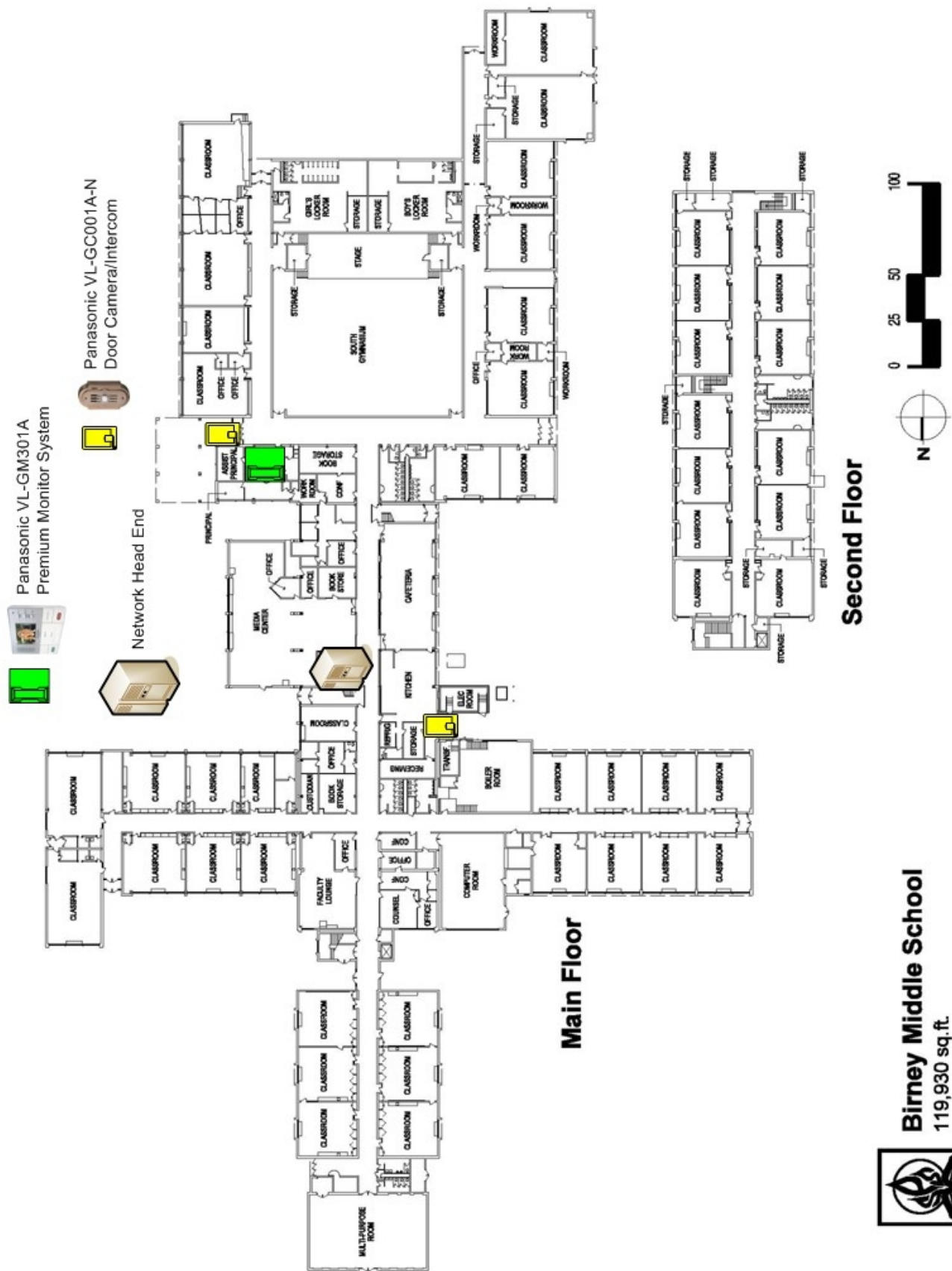
For use with the Panasonic GM301A systems
Metal body with adjustable pin-hole camera, microphone and speaker
Camera with wide-angle lens for clear view of visitors
Illuminated door bell button and tamper-resistant housing

Intercom Installation Locations:

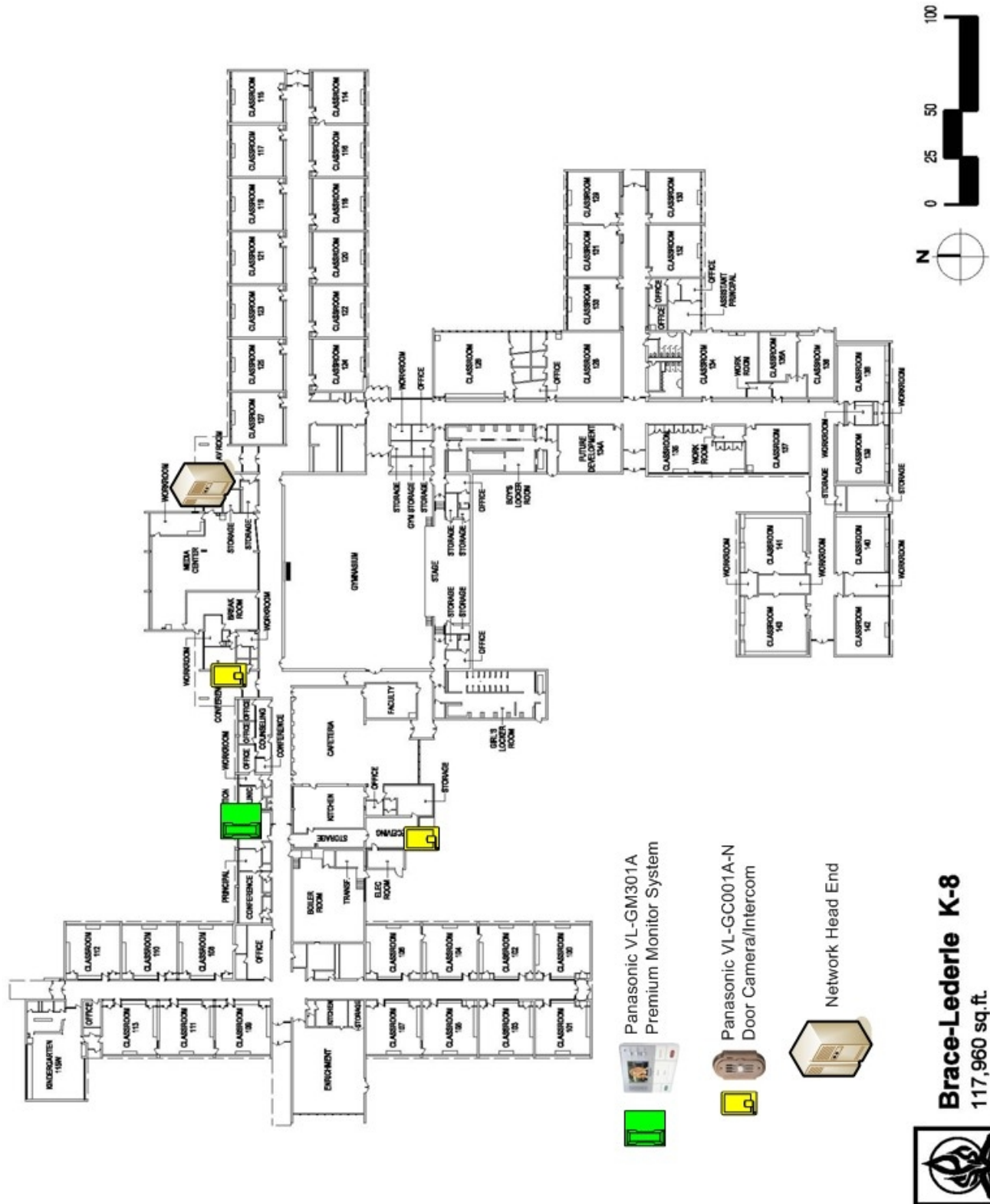
ADLER ELEMENTARY



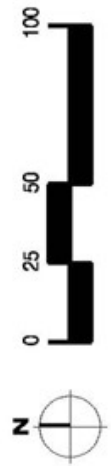
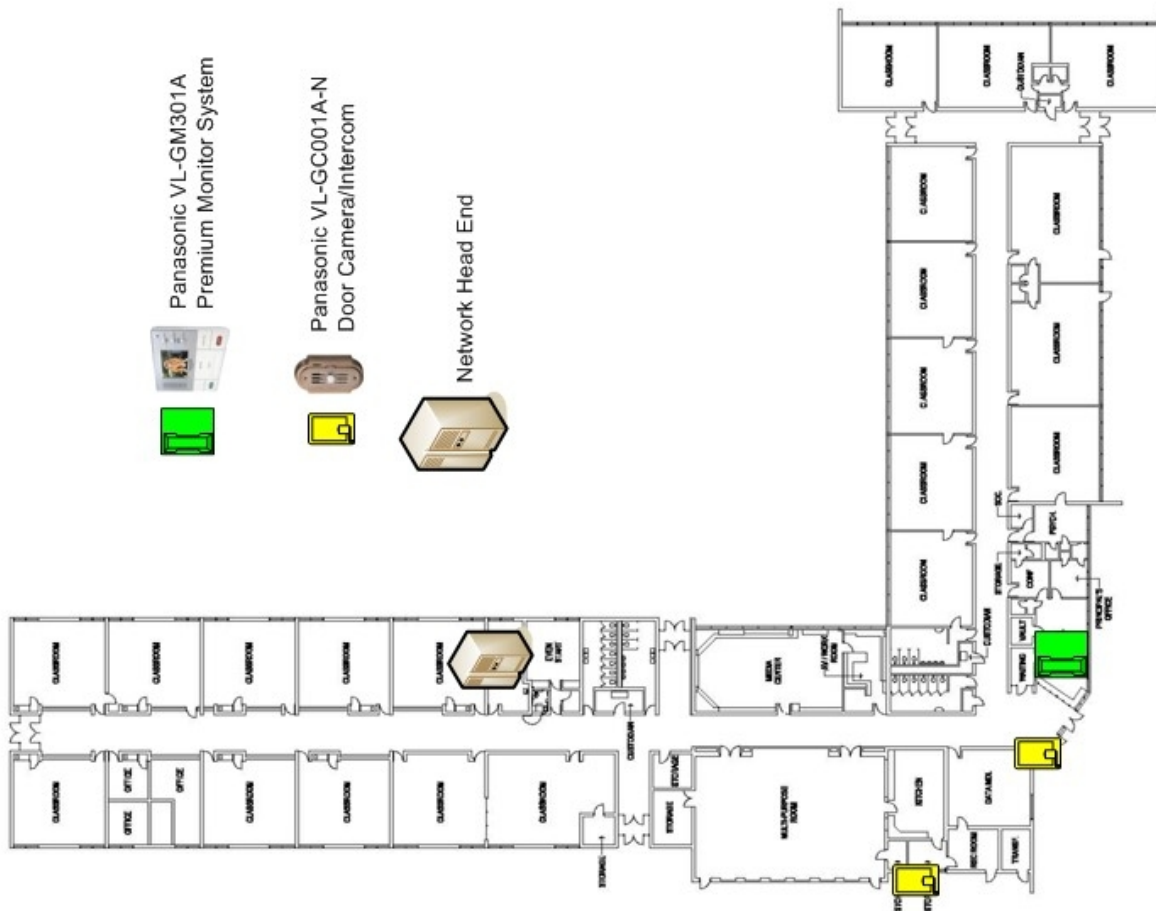
BIRNEY MIDDLE SCHOOL



BRACE-LADERLE K-8

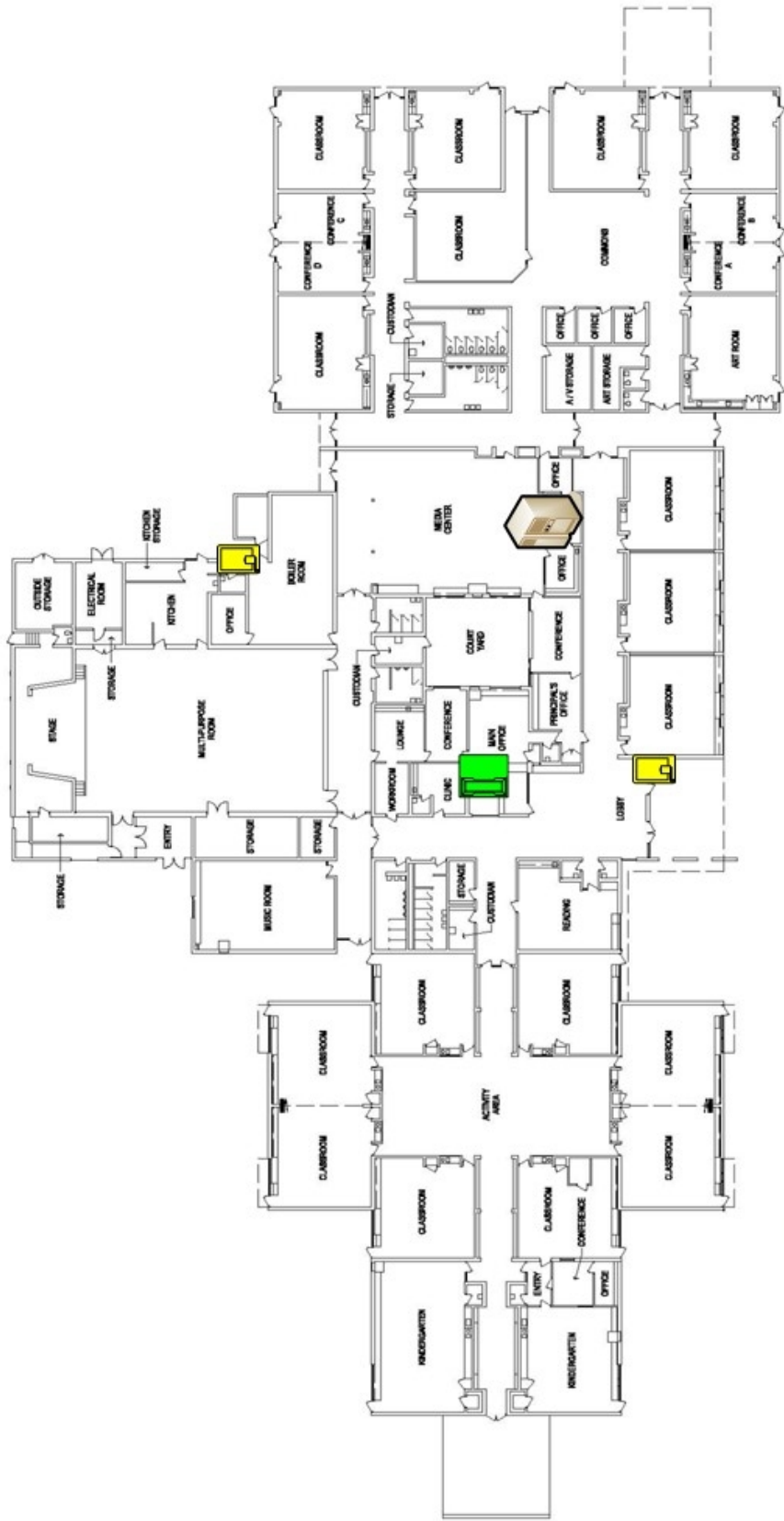


BUSSEY EARLY CHILDHOOD




Bussey Center
38,840 sq.ft.
November 2, 2007

EISENHOWER ELEMENTARY



Panasonic VL-GM301A
Premium Monitor System



Panasonic VL-GC001A-N
Door Camera/Intercom



Network Head End



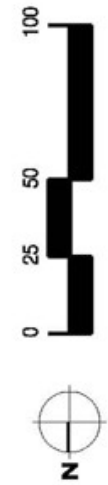
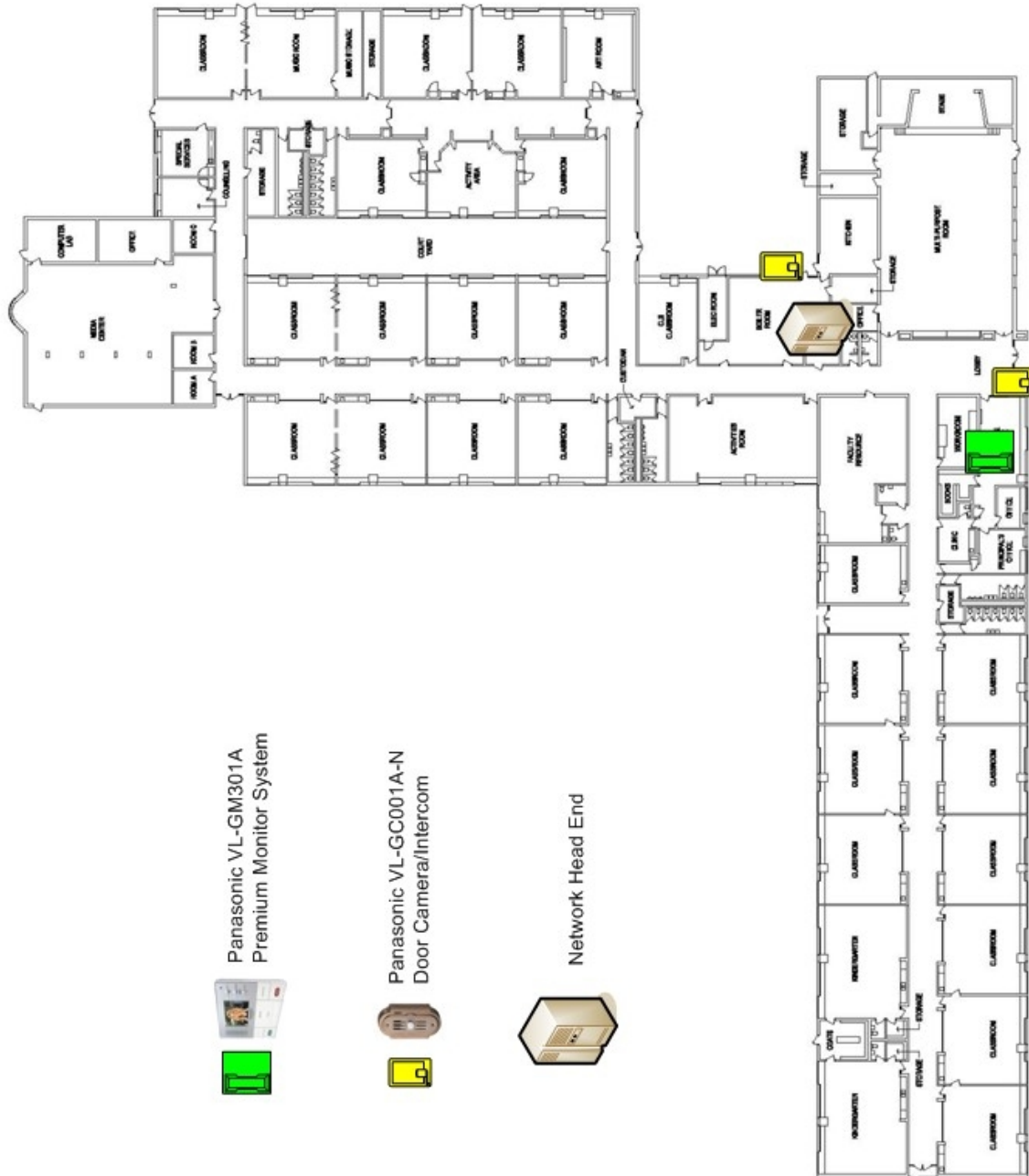
Eisenhower Elementary School

54,780 sq.ft.

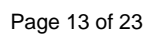
November 2, 2007



LEONHARD ELEMENTARY



104,000 sq.ft.

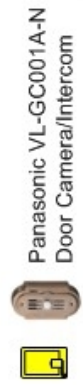
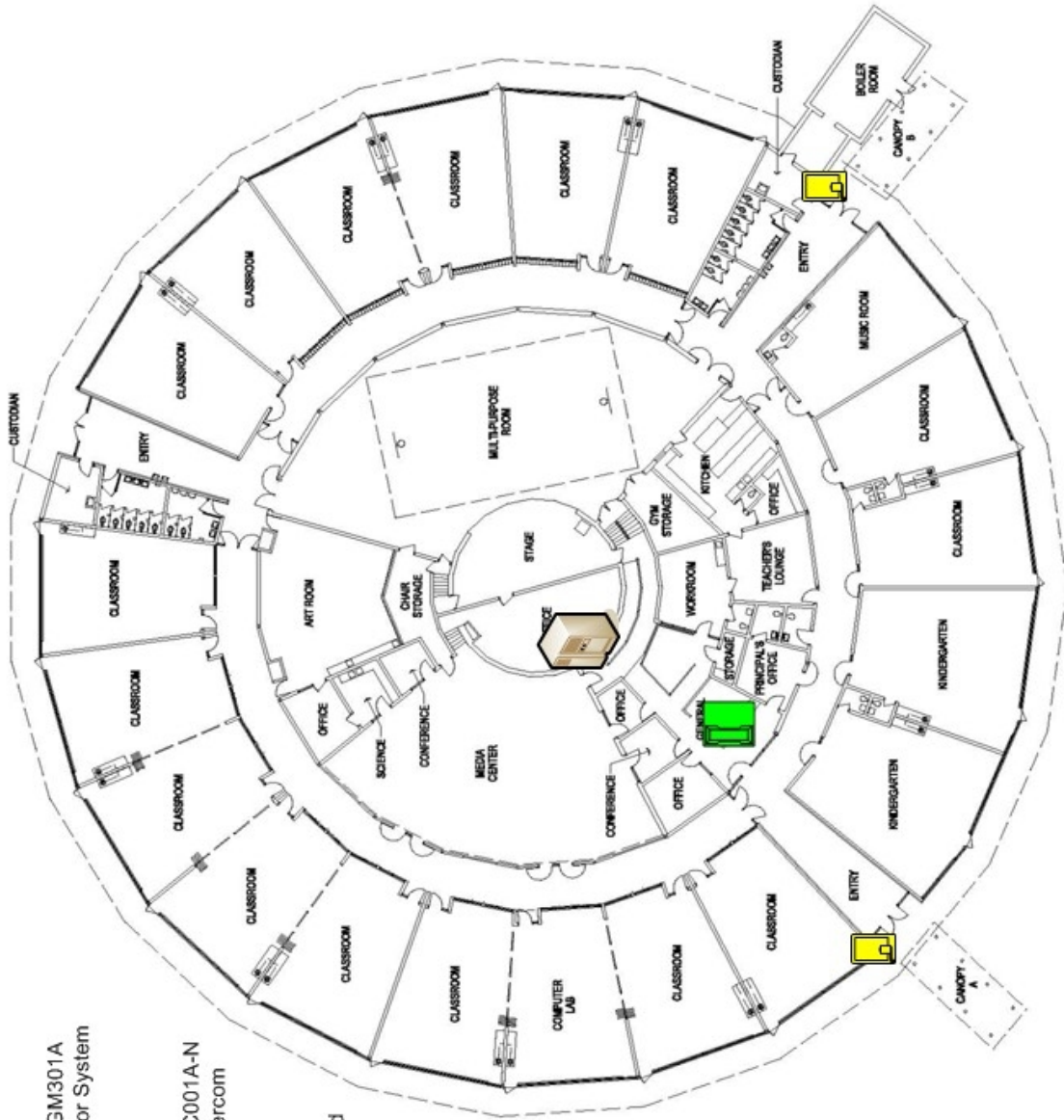


MACARTHUR ELEMENTARY

Please note that MacArthur's Intercom/Buzzer System is ALREADY INSTALLED

DO NOT INCLUDE WITH YOUR BID

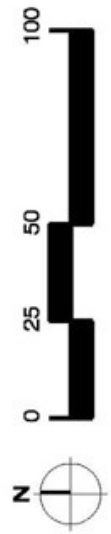
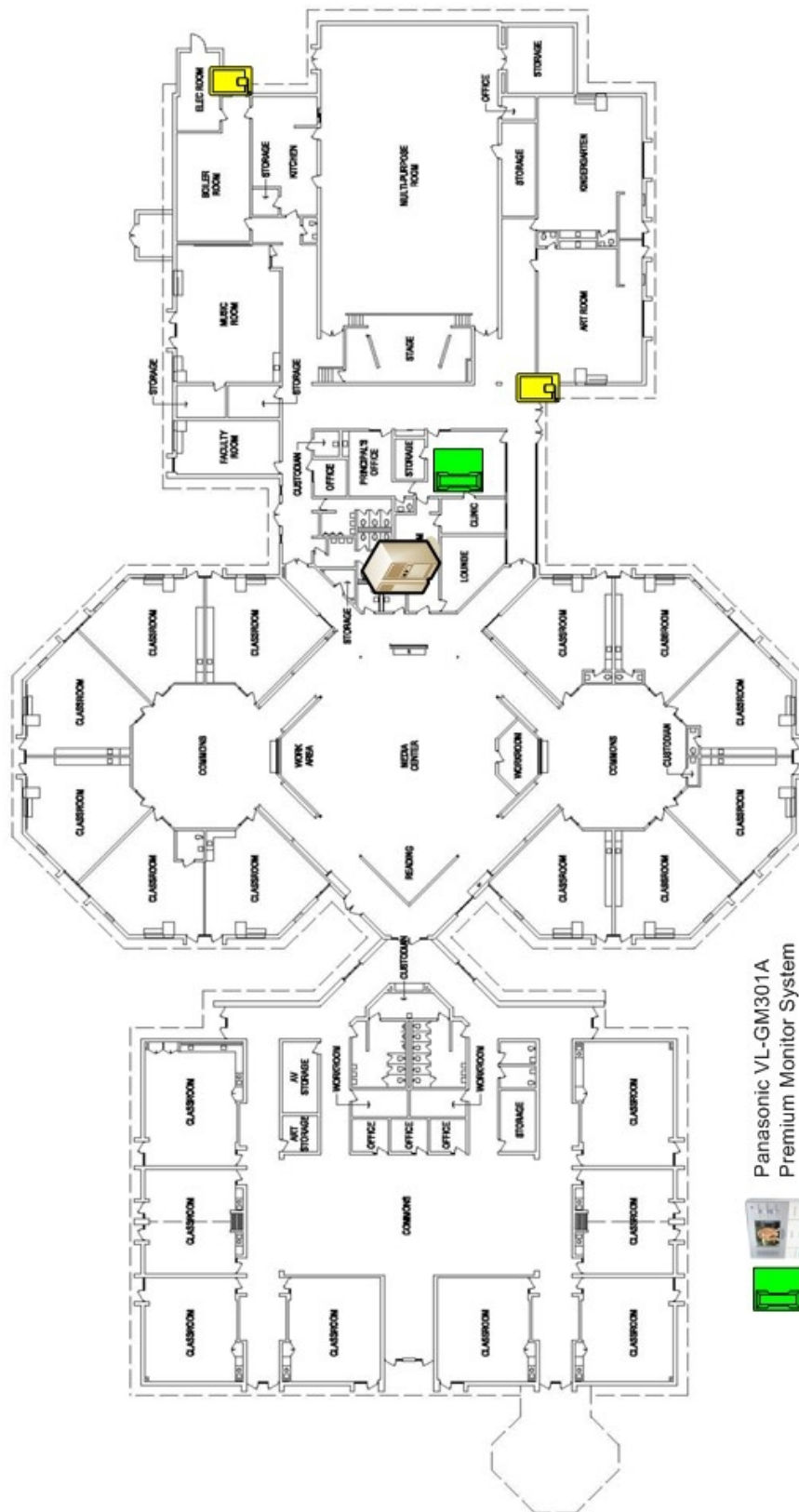
This information is provided to potential bidders who may visit the school to examine the system.



MacArthur Elementary School

47,760 sq. ft.
November 2, 2007

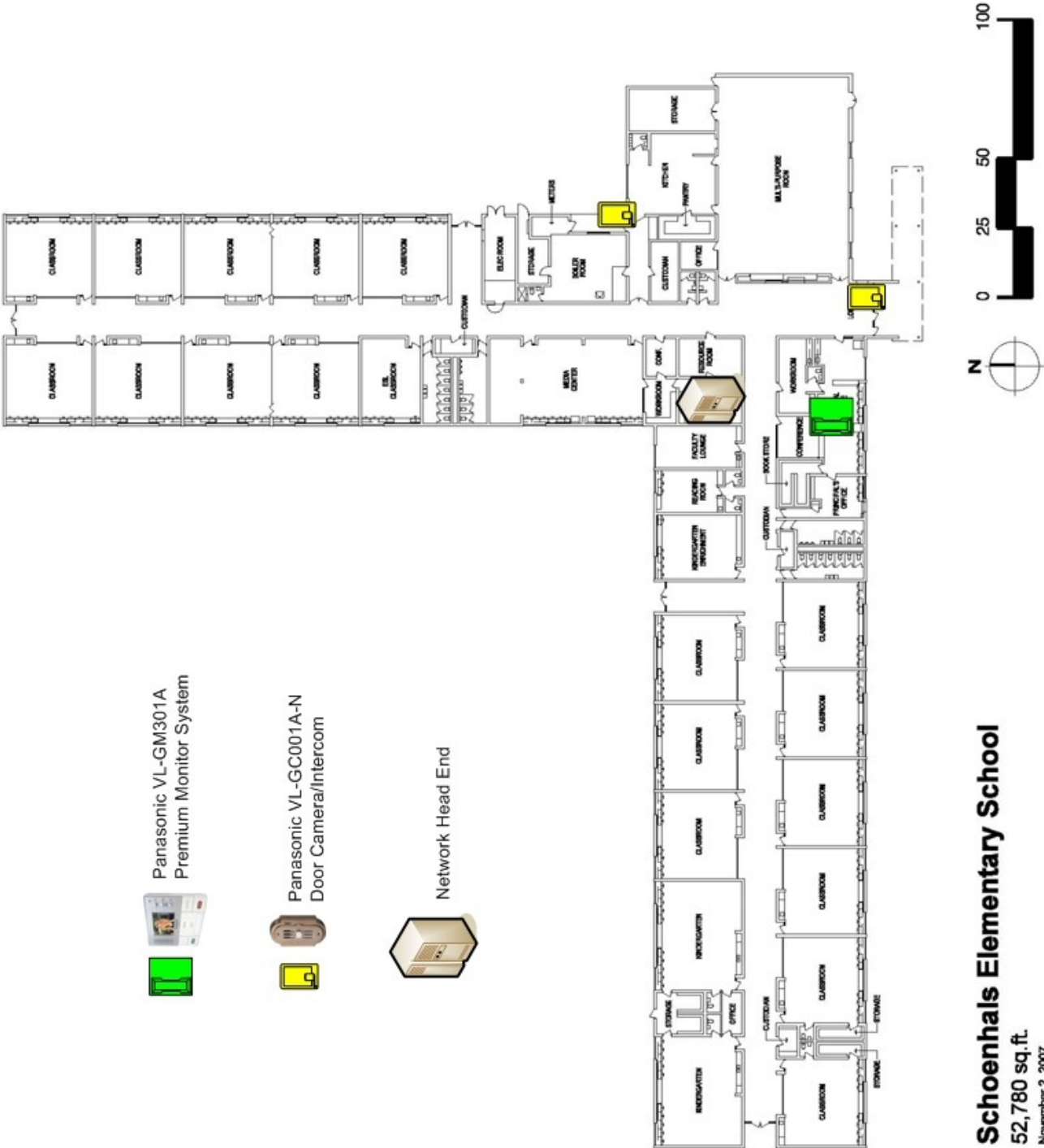
MCINTYRE ELEMENTARY



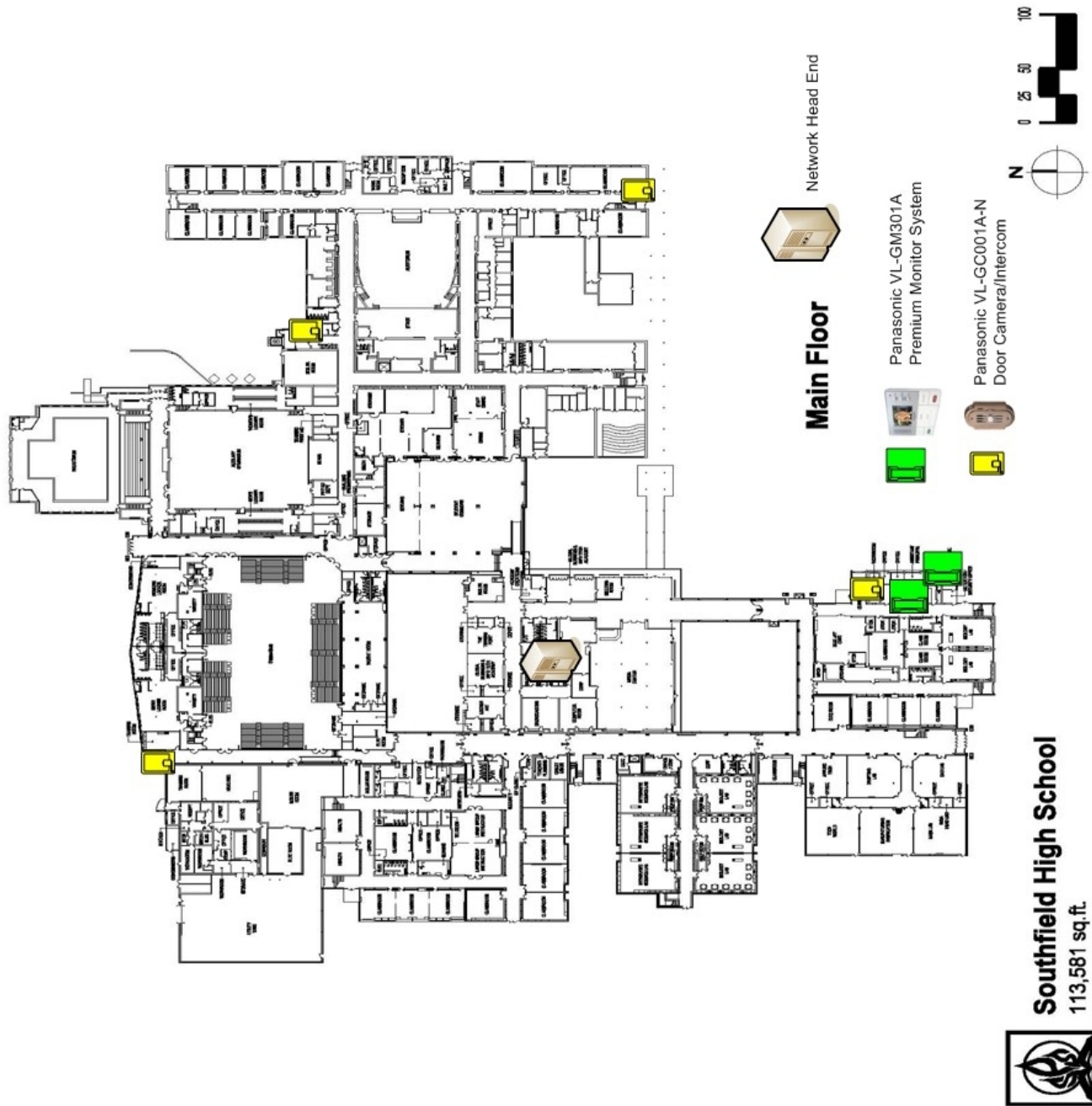


McIntyre Elementary School
 47,760 sq.ft.
 November 2, 2007

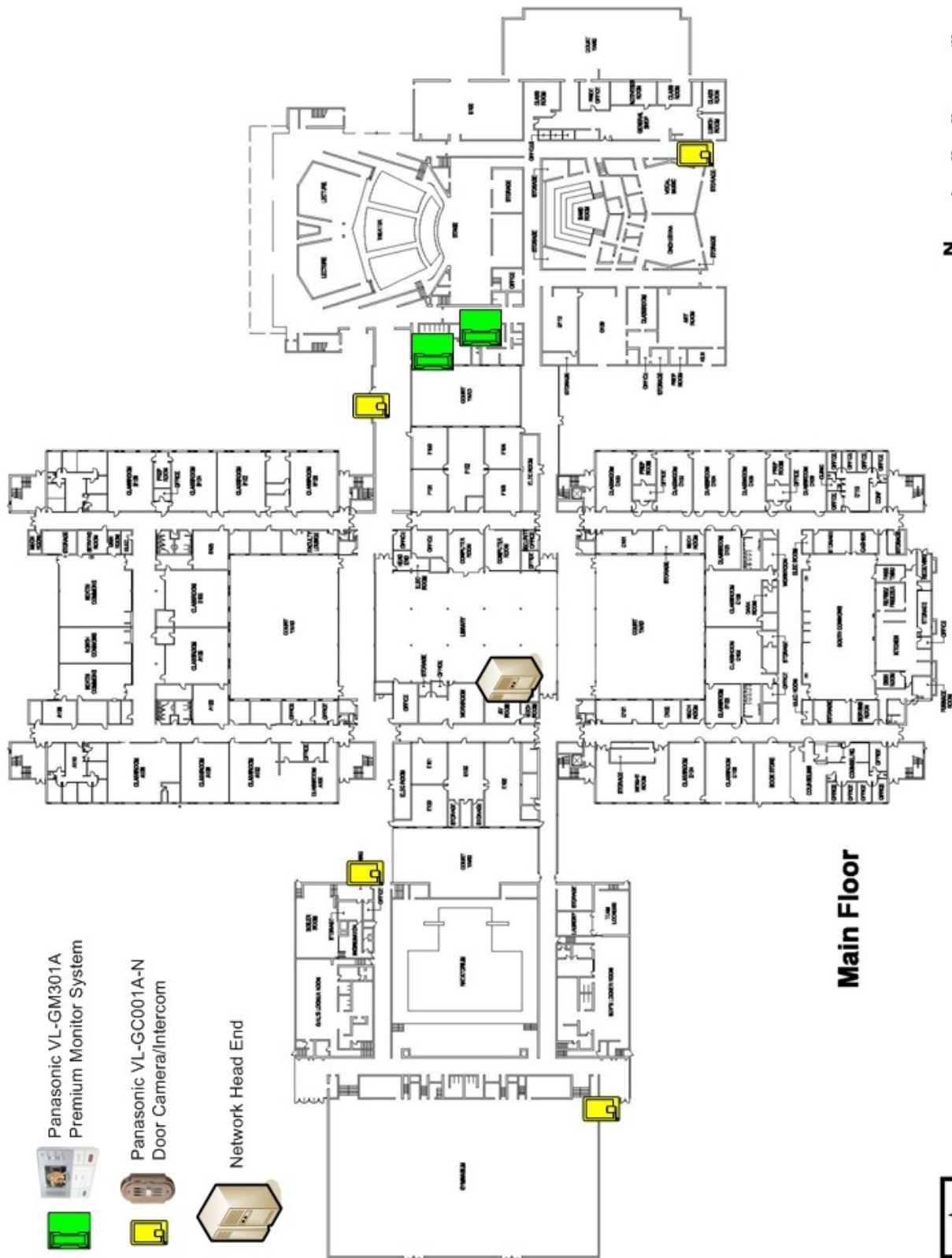
SCHOENHALS ELEMENTARY



SOUTHFIELD HIGH SCHOOL



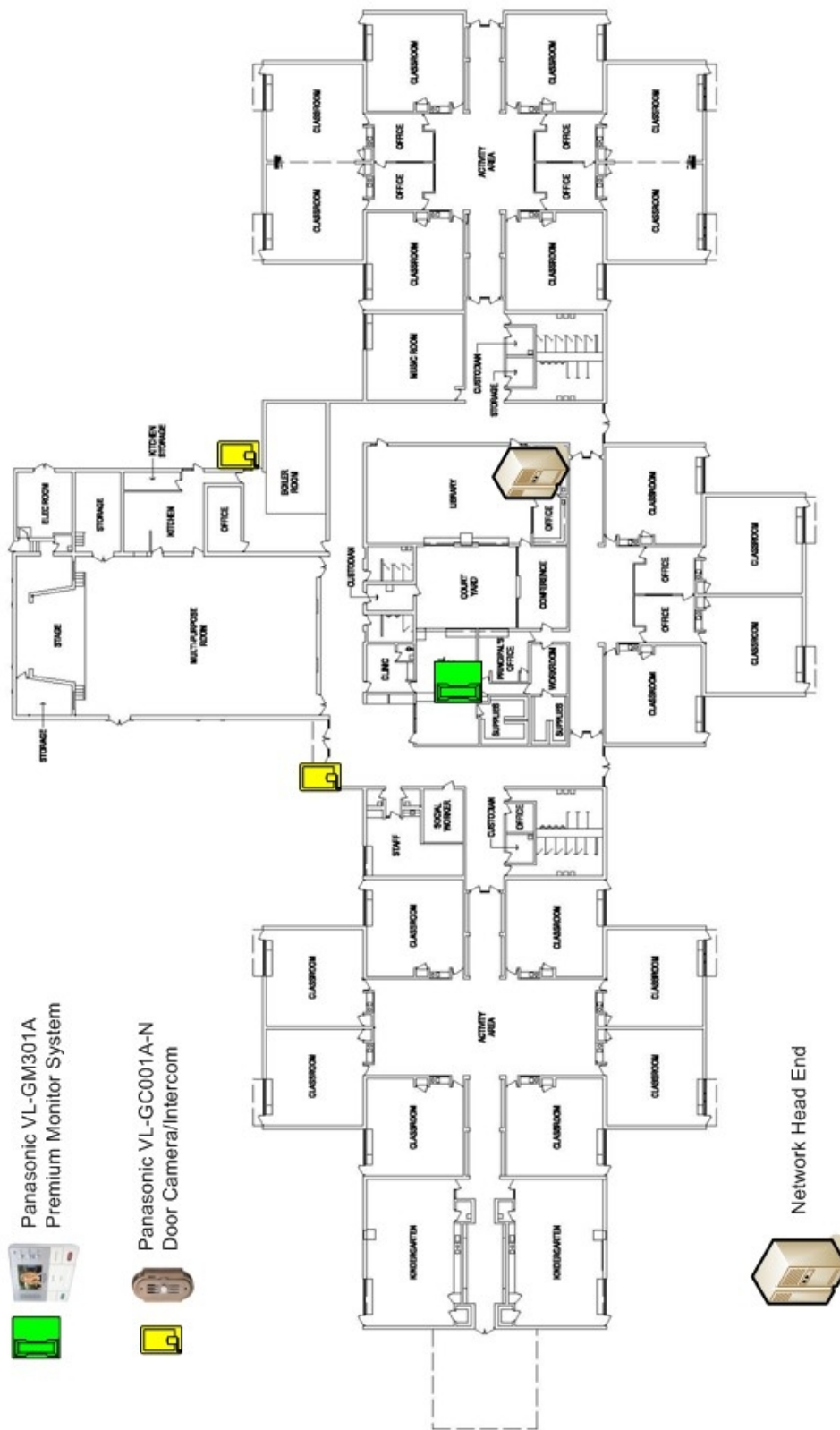
SOUTHFIELD-LATHRUP HIGH SCHOOL



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48,735 sq.ft.
November 5, 2007

STEVENSON ELEMENTARY



Panasonic VL-GM301A
Premium Monitor System



Panasonic VL-GC001A-N
Door Camera/Intercom



Network Head End



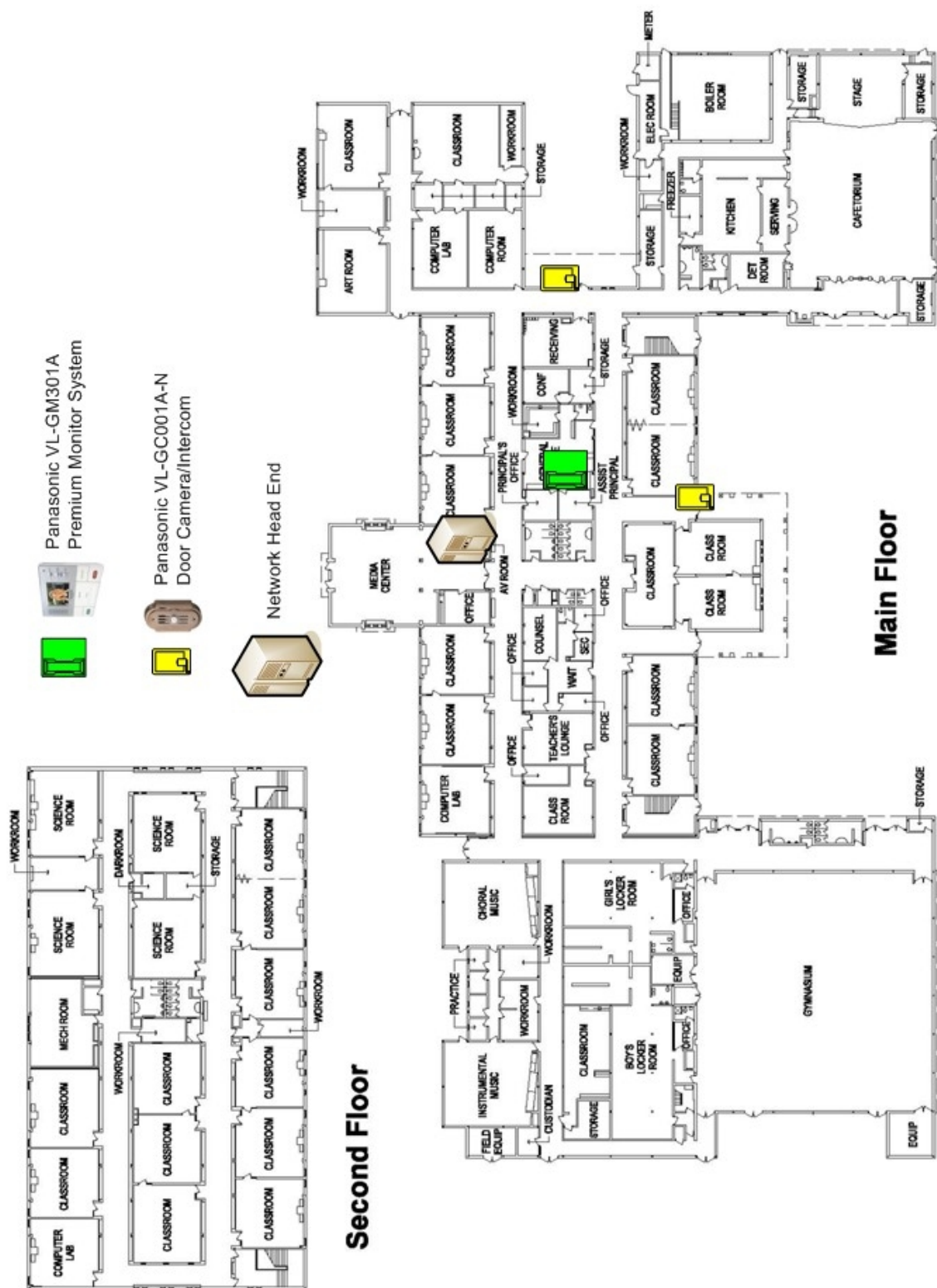
Stevenson Elementary School

50,000 sq.ft.

November 2, 2007



THOMPSON MIDDLE SCHOOL



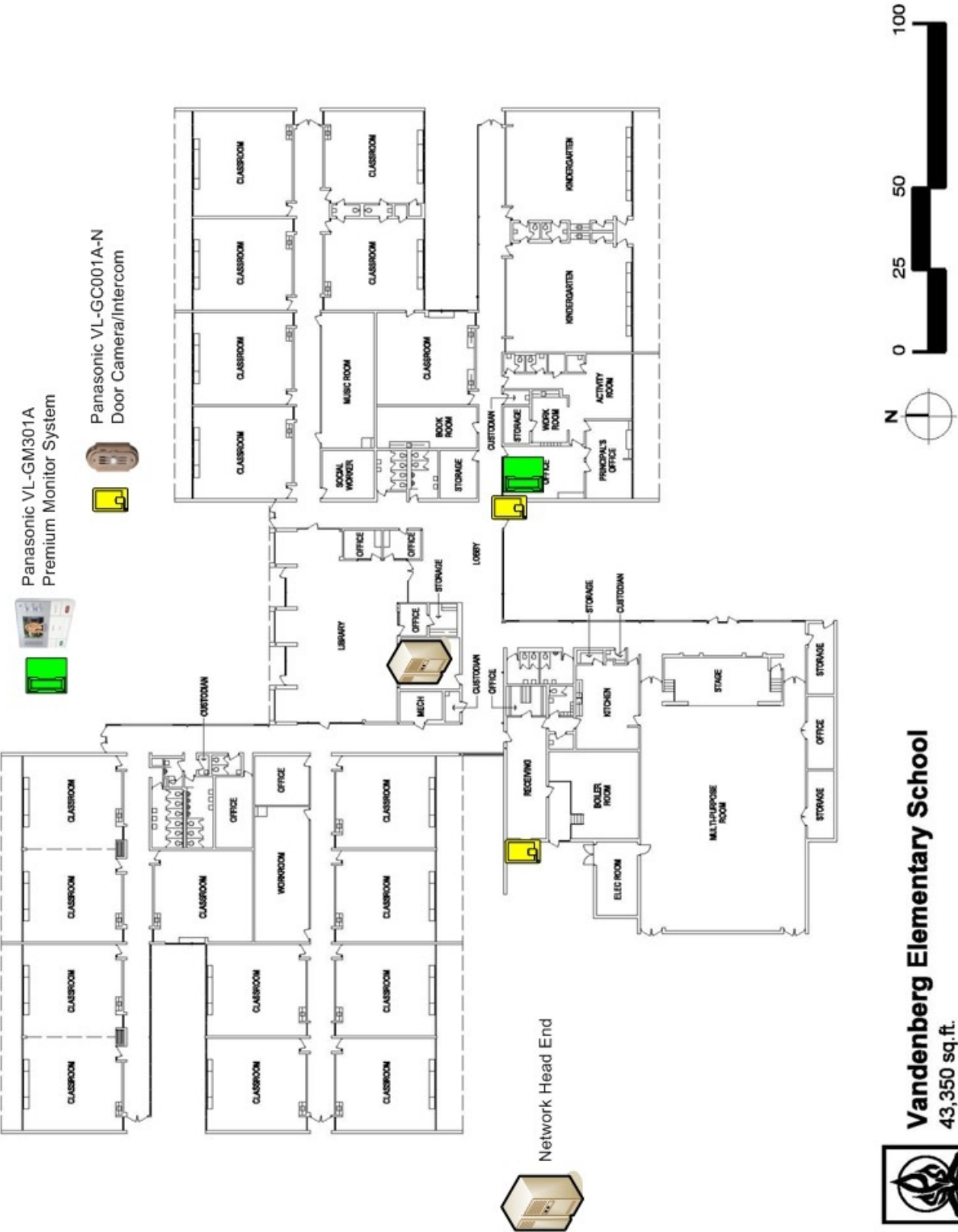
Thompson Middle School
98,510 sq.ft.

November 5, 2007



0 25 50 100

VANDENBERG ELEMENTARY



**Vandenberg Elementary School**
43,350 sq.ft.
November 2, 2007

**Southfield Public Schools
Official Bid Form
District-Wide Intercom – Video – Door Release System**

The undersigned having familiarized himself with all local conditions to be encountered affecting the cost of the work and examined the contract documents does hereby propose to perform everything required to be performed and to furnish all of the labor, materials, services, equipment and tools necessary to complete the work required in connection with the said, project, in accordance with the contract for:

\$ _____

One Year Warranty \$ _____

Five Year Warranty \$ _____

Company Name: _____

Address: _____

Authorized Signature: _____

Name/Title: _____

Phone Number: _____ Fax: _____

Cellular Number: _____ Date: _____
